

CITY OF SANTA FE

**MEMORANDUM OF UNDERSTANDING FOR THE MAINTENANCE
OF THE LIFT STATIONS IN ALDEA DE SANTA FE**

This memorandum of understanding (MOU) between the Aldea de Santa Fe Homeowner's Association, Inc. (Aldea HOA) and the City of Santa Fe Wastewater Management Division Collection Section is intended to clarify maintenance and inspection schedules, to reduce regular maintenance costs, and to clarify the responsibility of both parties for performance of maintenance and inspections. It is important for the City of Santa Fe Wastewater Management Division to check the lift stations and perform "preventative" duties on a regular schedule. The purpose of inspecting, monitoring and cleaning the lift stations is to maintain reliable operations and to avoid, or at least minimize, emergencies.

The following steps will be taken to maintain reliable and cost effective performance of the lift stations and their monitoring systems in an attempt to avoid emergency situations:

- The Aldea HOA will provide qualified individuals, approved by the City, to record, at a minimum bi-weekly, readings of individual pumps including pump run times, pump cycle counters, amperages and the flow meter and log all pertinent information in the standard inspection logs located at the two lift stations. The City Waste Management Division will be contacted if the readings or other observed conditions at the lift stations indicate problems may be occurring.
- The City of Santa Fe Wastewater Management Division Collection Section will provide monthly inspections of the lift stations. This is particularly important while Aldea is under construction and susceptible to increased debris from building activities. The monthly inspections will involve cleaning of wet wells as necessary plus testing of alarms and generators. If significant debris is present or pump amperage readings are low the pumps may be pulled, inspected and cleaned.
- The City of Santa Fe Wastewater Management Division Collection Section will provide on a quarterly basis the pulling and inspection of pumps to verify that minimal foreign objects are in the pumps and that they are operating properly.
- On a yearly basis, the City will work with a pump contractor (JCH) for complete inspection and maintenance of each of the five pumps in the two lift stations and with Cummins Rocky Mountain for preventive maintenance of the generators, including inspection of the system, oils, fluids and filters and load banks testing.

All other previously agreed to commitments shall not be superseded by this memorandum, including emergency monitoring that shall be provided by the Division. Based on experience gained and operational issues with the Aldea lift stations this amendment can be modified and the inspection and maintenance schedules adjusted as necessary. Aldea HOA and the City of Santa Fe Wastewater Management Division Collection Section are committed to working cooperatively to provide cost-effective and reliable operation of the Aldea sewer system and lift stations.

CITY OF SANTA FE:

Galen Buller
GALEN BULLER

DATE: 4/3/08

ATTEST:

Yolanda Y. Vigil
YOLANDA Y. VIGIL, CITY CLERK

ADOPTED AND RATIFIED BY THE
ALDEA DE SANTA FE HOMEOWNERS' ASSOCIATION

Tami Winkler
TAMI WINKLER, AGENT FOR THE ALDEA
DE SANTA FE HOMEOWNERS' ASSOCIATION

DATE: 5/21/08

APPROVED AS TO FORM:

Frank Katz
for FRANK KATZ, CITY ATTORNEY

APPROVED:

Kathryn Raveling
KATHRYN RAVELING, FINANCIAL DIRECTOR